

1. **When is the deadline to submit my GIA?** The deadline for submittal is identified once the Speaker of the House and President of the Senate finalize the legislative calendar. Traditionally, the deadline for GIA's is around the end of January. Please refer back to the site for the official deadline.
2. **How many copies do I submit?** You should submit two copies (one original and one photocopy), one to the House Committee on Finance and one to the Senate Committee on Ways and Means. You will find specific instructions on the Capitol website on where the "original" and "photocopy" will go.
3. **Do we have to be 501c3?** No. Any non-government entity may apply for a GIA.
4. **Is there a ceiling to the amount of funding we can ask for?** No. But the amount that you request will probably be a factor in determining whether or not you are provided funding, especially in times of limited resources.
5. **Can the GIA application be postmarked on the day of the deadline?** No. Both the House Committee on Finance and the Senate Committee on Ways and Means must receive your GIA application by 5:00 pm on the specified deadline date.
6. **Do we fill out two GIA forms if we have both operating and capital requests?** Yes. The coversheet only has provisions (in the bottom right hand corner) for one type of funding.
7. **When will I be notified of whether or not I've received a GIA?** A finalized list of all GIA recipients will be posted on the Capitol website upon completion of the conference draft of the budget. There will be no information provided on the status of any GIA until the conference draft of the budget is complete.
8. **Can I get an electronic GIA application that is alterable so I do not have to handwrite the information?** No, not at this time.
9. **I got my GIA! When do I get my money?** Like all expenditures, your GIA must go through the allotment process. It is up to the Governor and the Department of Budget and Finance to determine that there are sufficient resources to release funds. Please contact the department your GIA has been assigned to in order to assess the timeliness of the release of your funds.
10. **Where do I find a copy of Chapter 42F?**

Here is the URL to Chapter 42F, HRS:

http://www.capitol.hawaii.gov/hrscurrent/Vol01_Ch0001-0042F/HRS0042F/